

**EXTENSION AGREEMENT**

**THIS EXTENSION AGREEMENT** made and entered in this 9th day of November 2007, by and between the Board of County Commissioners of Nassau County, Florida, a political subdivision of the State of Florida, hereinafter referred to as ("COUNTY"), and Station No. 10, RATLIFF COMMUNITY VOLUNTEER FIRE DEPARTMENT, hereinafter referred to as ("DEPARTMENT").

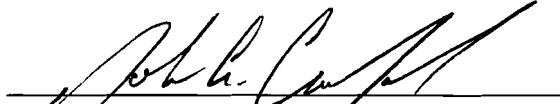
**NOW, THEREFORE,** for good and valuable consideration in hand received and acknowledged both as to receipt and sufficiency, the Parties, COUNTY and DEPARTMENT, do hereby agree that the existing agreement between the County and Department, attached hereto as Exhibit "A", is hereby extended for ninety (90) days with the understanding that a quarterly payment consistent with the underlying agreement is hereby authorized for release by the Clerk of the Courts on November 15, 2007.

IN WITNESS WHEREOF, the parties have executed this contract at Nassau County, Florida, this day and year first above written.

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

  
\_\_\_\_\_  
JIM B. HIGGINBOTHAM  
CHAIRMAN

Attest as to Chairman's  
Signature:

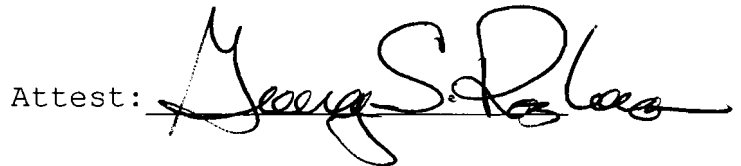
  
\_\_\_\_\_  
JOHN A. CRAWFORD  
EX-OFFICIO CLERK


APPROVED AS TO FORM BY THE  
NASSAU COUNTY ATTORNEY:

  
\_\_\_\_\_  
DAVID A. HALLMAN

RATLIFF COMMUNITY  
VOLUNTEER FIRE DEPARTMENT

  
\_\_\_\_\_  
Chief BOB WILLGOHS

Attest: 

  
\_\_\_\_\_  
President, Board of Directors

**FY 2006-2007  
AMENDED AGREEMENT**

This agreement made and entered into this 1<sup>st</sup> day of October 2006, by and between Nassau County, a political subdivision of the State of Florida, hereinafter referred to as **COUNTY**, and Station Number 10, **Ratliff Community Volunteer Fire Department** hereinafter referred to as **DEPARTMENT**.

WITNESSETH, that in consideration of the sum of **TEN** and **NO/100** dollars (\$10.00), and other good and valuable considerations, as hereinafter enumerated, the parties hereto agree as follows:

That the Board of County Commissioners, being legally bound by F.A.C., Florida Statutes, and local ordinances, as it pertains to fire protection and emergency medical services within the boundaries of Nassau County, hereby initiate this agreement under the following conditions:

All Volunteer Fire Departments shall function under the auspices and authority of the Chief of Fire/Rescue, Nassau County Fire/Rescue Department as defined by the Nassau County Board of County Commissioners and shall operate under the stipulations contained herein. Volunteer Fire Departments shall continue to independently manage their day to day operations, finances and functions, except as dispatched and directed in the performance of emergency services to provide Fire and First Responder care.

1. The **COUNTY** hereby agrees to provide the **DEPARTMENT** with funding (as stated in Paragraph 19) to maintain its station and equipment and to purchase certain apparatus and additional equipment. Said purchases shall be through coordination with the Board of County Commissioners. The apparatus and equipment shall meet National Fire Protection Association standards.

2. It shall be the responsibility of the DEPARTMENT to provide Volunteer Fire Protection and First Responder Level Emergency Medical Services in their assigned area of responsibility within the jurisdictional boundaries of Nassau County, Florida. Each DEPARTMENT'S area shall be defined in Appendix "A", and shall not be changed unless agreed to by both departments and approved by the Board of County Commissioners. Changes to any operational requirements affecting Volunteers shall be negotiated and agreed to prior to implementation.

3. Volunteer Fire Protection and First Responder level medical services shall be available on a twenty-four (24) hour basis, seven (7) days a week. If no response in five (5) minutes dispatch the next closest volunteer station.

4. The DEPARTMENT shall pay all regular maintenance costs, including repairs, gas, oil, and other fluids necessary to maintain all fire protection apparatus and equipment. The DEPARTMENT may request additional funding from the Board of County Commissioners for any major expenditures due to failure or loss of equipment.

5. All fire protection apparatus and equipment shall be housed at the DEPARTMENT'S station(s), or as deployed on assigned vehicles at their respective locations. No such deployment of equipment shall be made in a manner that would affect ISO Ratings.

6. The DEPARTMENT operated apparatus and equipment shall be subject to Mutual Aid established by the Board of County Commissioners for other areas within unincorporated and incorporated areas of Nassau County and in surrounding areas as requested (dispatched) on a recall basis. The DEPARTMENT shall strive to maintain the required equipment as listed under the Fire Suppression Rating Schedule of the Insurance Service Organization (ISO), as

approved by the Nassau County Board of County Commissioners.

7. The COUNTY shall provide Worker's Compensation Insurance for Volunteers responding to (or from) or assisting with fire or medical emergencies. Each volunteer or member of the DEPARTMENT must be properly registered with the COUNTY Risk Management Office. Each DEPARTMENT is subject to the requirements of Florida Statutes Chapter 633 and appropriate OSHA rules and regulations regarding the Volunteer Fire departments and the requirements set forth therein at all DEPARTMENT activities and functions.

8. At approved functions or when properly dispatched to provide services it shall be the responsibility of the DEPARTMENT to ensure that any DEPARTMENT personnel that responds to an alarm be properly equipped with the necessary personal protective equipment/clothing according to the type of incident. Prior to initiating tactics involving fire suppression, salvage, and overhaul, or entrance into any toxic or oxygen deficient atmosphere, each Volunteer Chief shall ensure that all personnel are trained in proper donning of full fire protective gear, a Positive Pressure Self Contained Breathing Apparatus (P.P.S.C.B.A.), a Personal Alert Safety System (P.A.S.S.), and be certified as required in Florida Administrative Code 69A-62.

9. Pursuant to the COUNTY'S Workers' Compensation insurance policy, each DEPARTMENT shall provide the COUNTY with a current roster of their volunteer personnel, (updated as needed) and shall include the following information:

- A. Name
- B. Address
- C. Social Security Number
- D. Date of Birth
- E. Place of Employment

- F. Phone Number - Home
- G. Driver's License Number
- H. Personal Radio Call Number
- I. Any other information requested by the Nassau County Human Resource Department or required by the county's workers compensation carrier.
- J. All personal information is to be kept confidential as per current privacy laws/acts.

FAILURE TO PROVIDE COULD RESULT IN NON-PAYMENT OR BREACH OF AGREEMENT.

Each VOLUNTEER DEPARTMENT shall be subject to the COUNTY'S Drug Free Workplace Policy. All new volunteer fire fighters shall be required to undergo a drug test and the COUNTY shall pay for said test.

10. Pursuant to the Department of Labor, Occupational Safety and Health Administration, the DEPARTMENT shall comply with 29 CFR 1910.120 Emergency Response Program to Hazardous Substance Release. It will be the responsibility of each Volunteer DEPARTMENT to ensure that each of their personnel has completed Hazard Materials Awareness Level prior to providing any assistance at a hazardous materials incident. The COUNTY shall provide the DEPARTMENT with the required training and provide a certificate upon completion. An annual refresher course shall be also provided by the COUNTY at each station, on their designated training night as needed. The COUNTY shall, pursuant to 29 CFR 1910.120 Hazard Communication, provide the DEPARTMENT with all chemical information which they have on file as it relates to chemicals stored or used in the workplace. The Chief or ranking officer of each department shall notify Dispatch who will notify the Chief of Nassau County Fire/Rescue Department upon confirmation of any hazardous release, pursuant to Title III of the Superfund

Amendment and Re-authorization Act of 1986 (SARA). The DEPARTMENT shall also adhere to all other requirements set forth in 29 CFR 1910 that are related to fire protection.

11. The DEPARTMENT shall keep a record (LOG) of each response. All response records are to be open for inspection by the COUNTY at mutually agreed upon times.

12. It shall be the responsibility of the DEPARTMENT to ensure that all personnel who operate standard emergency vehicles possess a valid Class "E" license, pursuant to Florida Statutes 322.54. Personnel who are expected to operate specialized apparatus/vehicles, i.e., tractor-trailer drawn tankers, are to have the appropriate license.

13. The County shall require the DEPARTMENT to assure that prior to engaging in any Immediately Dangerous to Life and Health (IDLH) atmospheric condition, each participating member shall meet the training and/or certification requirements under Florida Administrative Code 69A-62 (F.A.C. 69A-62). All volunteer personnel may, with the Volunteer Chief's concurrence, Ride Along with Nassau County Fire/Rescue.

14. In all required training, it shall be the responsibility of the instructor to file documentation of training with the Nassau County Fire/Rescue Department.

15. All members of the DEPARTMENT shall work under The National Incident Management System (NIMS) at all emergency incidents.

16. All members of the **DEPARTMENT** shall abide by the FCC Rules & Regulations regarding radio communications and file the correct number of portable and mobile radios operated by the **DEPARTMENT** with the **COUNTY**. The **COUNTY** shall provide the **DEPARTMENT** with a copy of the FCC rules and regulations as they pertain to this operation. Any changes in radio or dispatch procedures shall be the responsibility of the Fire Chief of Nassau County and shall be negotiated and agreed to by the Nassau County Volunteer Chief's Association.

17. The Nassau County Fire/Rescue Department shall, on a monthly basis, transmit to the Chief of each volunteer fire department any change in Standard Operating Guidelines (SOG's) in writing. Any changes in SOG's that affect the Volunteer Fire Department will be negotiated and agreed to with the Chief's Association prior to being implemented.

18. The use of any funding from the **COUNTY** to pay salary/wages of any **DEPARTMENT** member is strictly prohibited. REIMBURSEMENT FOR INCIDENTAL, OUT OF POCKET, OR EDUCATIONAL EXPENSES SHALL NOT CONSTITUTE COMPENSATION.

19. The **COUNTY** shall appropriate to the **DEPARTMENT** annual funding in the amount of \$49,348.00 for providing Volunteer Fire and First Responder Level Emergency Medical operations. Said annual funding shall be established by the submission of an annual budget request which shall be received by the Clerk of the Court prior to but no later than June 15<sup>th</sup>. Upon approval of the submitted budget by the Board of County Commissioners, said funds shall be allocated on a quarterly basis with payments to be made by the 15<sup>th</sup> day of November, February, May and August. The **COUNTY** shall require each respective **DEPARTMENT** to account for all funds allocated and maintain proper accounting records which shall be approved by the Clerk of Court or his designated agents. An acceptable accounting of the previous year's funds must be presented to the Nassau County



Clerk of Courts within sixty (60) days of the close of each DEPARTMENT'S fiscal year. An audit of the ~~previous fiscal year's~~ accounting records ~~may shall~~ be performed by an independent accounting firm, paid for by the DEPARTMENT, and be ~~presented for review and acceptance by the Nassau County Clerk of Courts before the May distribution will be made~~ may be accepted by the Nassau County Clerk of Courts in lieu of an Official examination ~~Audit~~ conducted by the Clerk. Failure to maintain appropriate annual records shall cause the COUNTY to cease providing funds.

20. The Clerk's Office reserves the right to audit and inspect any and all financial records at times mutually agreeable to the Clerk and the respective DEPARTMENT. Any disputes as to expenditures or accounting policies shall be addressed by both parties and must be resolved to the satisfaction of the Clerk's Office.

21. The DEPARTMENT shall be responsible for obtaining and maintaining proper insurance on all of their vehicles and equipment and providing proof of insurance to the COUNTY and shall be responsible for payment of same from funds allocated by the COUNTY.

22. Additions or amendments to this Agreement shall be mutually agreed upon in writing by the COUNTY and the DEPARTMENT.

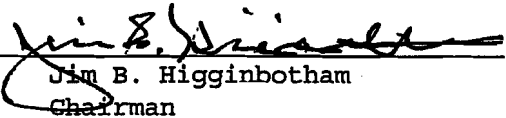
23. Failure to adhere to the provisions of this agreement shall cause the COUNTY to cease providing funds pursuant to this agreement.

24. The DEPARTMENT shall be represented by an Officer of the DEPARTMENT at the monthly Volunteer Chief's meeting.

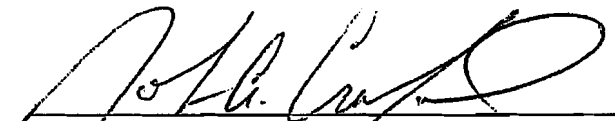
25. All facilities, programs and services shall be compliant with the Florida Accessibility Code and the federal Americans with Disabilities Act (ADA). Failure to provide facilities, programs or services that are compliant with the Florida Accessibility Code and the federal Americans with Disabilities Act (ADA) shall be considered a breach of the contract.

This agreement shall be in full force and effect for a period of October 1<sup>st</sup>, 2006 to September 30<sup>th</sup>, 2007. However it may be terminated by either party within thirty (30) days after notice having been given by registered mail, one party to the other. Any cancellation by either party shall require the refund of all unexpended Volunteer Fire Department funds (for the current quarter) appropriated by the COUNTY.

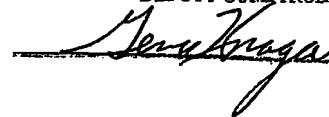
Board of County Commissioners  
Nassau County, Florida

By:   
Jim B. Higginbotham  
Chairman

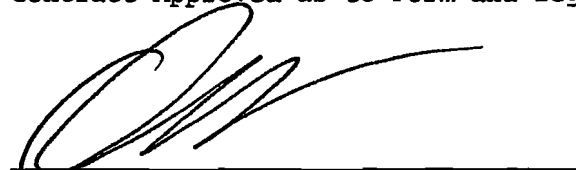
ATTEST as to Chairman's signature:

  
John A. Crawford  
Its: Ex-Officio Clerk

REVIEWED BY GENE KNAGA  
DEPUTY COMPTROLLER

 DATE 6/8/07

Contract Approved as to Form and legality:

  
David A. Hallman  
Nassau County Attorney

RATLIFF COMMUNITY  
VOLUNTEER FIRE DEPARTMENT

Bob Willgohe  
Chief BOB WILLGOHS

Attest: [Signature]

Ken Crawley  
President, Board of Directors

